



# United States Department of the Interior

BUREAU OF RECLAMATION  
Washington, D.C. 20240



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May 9, 2007

VIA ELECTRONIC MAIL

## MEMORANDUM

To: All Bureau of Reclamation Employees

From: Robert W. Johnson /s/  
Commissioner

Subject: Anti-Discrimination Policy

As Commissioner, I am fully committed to ensuring equal opportunity and fair treatment of all employees and applicants for employment regardless of race, color, gender, gender identity and/or expression, religion, national origin, age, sexual orientation, physical or mental disability, or any other characteristic protected by law. Any form of discrimination is unacceptable and will not be tolerated within the Bureau of Reclamation. Equal opportunity principles must govern all aspects of Reclamation's personnel policies, program practices, and operations. Such personnel actions include, but are not limited to, recruitment, hiring, evaluation, promotion, selection, transfer, assignment, training, benefits, and compensation.

I strongly support and affirm the full implementation of equal opportunity through continuing programs of affirmative employment at every level within Reclamation. The entire work force benefits by recognizing and utilizing the unique qualities that employees of different backgrounds, cultures, and physical capabilities bring to the workplace. Every effort will be made to ensure our workforce is representative of the public which we serve. I also strongly support, and encourage the use of, Reclamation's alternative dispute resolution process.

All employees have a right to work in an environment which is free from discrimination. Harassment of any kind will not be tolerated. Harassing conduct can take many forms and includes, but is not limited to, slurs, jokes, gestures, pictures or cartoons, threats, pressure for dates, request for sexual favors, and even sexual assault. Employees who feel they have suffered discrimination, harassment, or sexual harassment are encouraged to use the discrimination complaint process and seek the assistance from bureau EEO counselors for redress. No employee will be subject to any form of reprisal or retaliation for reporting alleged violations of this policy, pursuing any such claim, or cooperating in an investigation of such claim.

Managers and supervisors must take positive steps toward creating a supportive and positive work environment and strive to reach resolution at the lowest possible level of all workplace conflict using the alternative dispute resolution process. Managers and supervisors will be held

accountable for promoting and implementing equal opportunity principles toward a diverse work force at all levels. All employees will be held accountable to ensure their actions fully demonstrate commitment to and support of this policy. We must strive to maintain a positive environment where all employees are treated with dignity and respect.

I am committed to ensuring the goal of equal opportunity will be reached at Reclamation. It is my intent to achieve a work environment within Reclamation that is free from any form of discrimination, and I expect all Reclamation employees to share in this responsibility.

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